

**SAN DIEGO POLICE DEPARTMENT  
PERMIT BUSINESS RENEWAL APPLICATION**



PERMIT TYPE: \_\_\_\_\_

PERMIT NO.: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_

BUS. ADDRESS: \_\_\_\_\_

**\*\*Bring completed application to the Police Permits and Licensing Office at 1400 'E' Street, San Diego, CA 92101\*\***

**BUSINESSES -** A separate, complete application must be submitted for each partner, owner or corporate officer or the renewal cannot be processed.

Applicant's Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Last First Middle

Residence Address \_\_\_\_\_ City & Zip \_\_\_\_\_

Res. phone ( ) \_\_\_\_\_ Bus. phone ( ) \_\_\_\_\_ Social Security No. \_\_\_\_\_

Other Names(s) Used \_\_\_\_\_

Driver License # /State \_\_\_\_\_ / \_\_\_\_\_ Race \_\_\_\_\_ Sex \_\_\_\_\_ Weight \_\_\_\_\_ Height \_\_\_\_\_ Hair \_\_\_\_\_ Eyes \_\_\_\_\_

1. **Completed application(s)** must include full information on all owners, partners, and/or corporate officers.
2. Please provide:
  - a) A copy of your current **City of San Diego Business Tax Certificate**.
  - b) Cash, check or money order payable to **CITY TREASURER** for the annual regulatory fee.
  - c) Picture will be taken at the time of renewal for a \$10.00 fee.

List any criminal conviction(s) within the last year. Expunged convictions must be listed per 1203.4(a) P.C. (Do not include Traffic Violations.)

I declare under penalty of perjury that the statements made on this application are true and correct to the best of my knowledge and belief. I understand that any false statements or information are grounds for denial of this application and that I am subject to prosecution per 11.0401(b) of the San Diego Municipal Code. I am aware that all fees are non-refundable. The right of reasonable inspection shall be a condition for issuance of a police permit. If a permit is issued, representatives of the police department will have access to the business premises during business hours, which may include entry into the non-public portion of the premises. IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER TO RENEW THE PERMIT **NO LATER THAN 10 DAYS** AFTER THE EXPIRATION DATE. FAILURE TO RENEW ON TIME WILL RESULT IN PENALTY FEES **(\$25 PLUS 10% OF THE REGULATORY FEE)**. IF A RENEWAL IS NOT COMPLETED WITH ALL FEES AND PENALTIES PAID **WITHIN 30 DAYS** AFTER THE PERMIT EXPIRATION DATE, THE PERMIT EXPIRES AND ACTIVITIES ALLOWED BY THE PERMIT MUST CEASE. A PERMITTEE MUST THEN BEGIN THE APPLICATION PROCESS AS A NEW APPLICANT (SDMC §33.0308).

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**APPROVED**  
**DENIED**

\_\_\_\_\_  
Reviewing Officer

\_\_\_\_\_  
Date